

**HSCA Advisory Committee (HAC)  
DNREC's New Castle Field Office  
391 Lukens Drive  
New Castle, Delaware  
June 6, 2013\*  
Meeting Minutes**

**Attendees:**

Neeraj Batta, Batta Environmental  
Marianne Cignaglia, DelEASI  
Ron Dove, BP Environmental  
Angelo Fatiga, Pennoni  
Kathy Fox, EA Engineering  
Stephanie Hansen, YCST  
David Kane, Tetra Tech  
Guy Kramer, UD  
Mark Lannan, BrightFields  
Nora Lober, Pennoni  
Will Lyman, KCI  
Lynn Poling, Lewis Environmental  
Mark Parker, Becker Morgan  
Betsy Rogers, Ten Bears  
Paul Sample, Technical Advisory Council  
Kris Saum, ERM  
Doug Seavey, Landmark Environmental  
Bill Stephens, STEPHENS Environmental  
Mike Vanderslice, Environmental Alliance  
Chris Whallon, Duffield

**DNREC**

Marjorie Crofts  
John Cargill  
Greg DeCowsky  
Kate Durant  
Melissa Leckie  
Jill Hall  
Robert Newsome  
Jim Poling  
Tim Ratsep  
Alex Rittberg  
Qazi Salahuddin  
Stephanie Scholl  
Paul Will  
Christina Wirtz

**DOJ**

Keith Brady

\*Note information and handouts regarding the June 6 meeting are available online at:  
<http://www.awm.delaware.gov/BAC/Pages/BACMeetings.aspx>

**Introductions and Opening Remarks** –Tim Ratsep welcomed members.

**Approval of March 7 Meeting Minutes** – The meeting minutes were unanimously approved.

**National Brownfields Conference and DE Brownfields Film** – Tim Ratsep provided a quick overview of the conference in Atlanta and the new Delaware Brownfields video, which was shown on a continuous loop at the conference.

**EO 36 Update:** Marj reviewed EO 36 comments on UST and HSCA statutes/regulations in DNREC's Report to Governor.

**HB 32 (oil spill liability reform bill):** Tim mentioned that it would be officially signed by the Governor on the afternoon of June 6.

**Updates for SIRS:**

- **Newly Drafted Charter Document for HAC** (see [HAC Policies and Procedures](#)).
- **Proposed Outreach for HAC** (see Kate's [Outreach List](#)).

- **Status of Draft HSCA Guidance Document** – Qazi Salahuddin and John Cargill discussed recent changes for comment. No comments received. Final document available at: [BFs Guidance Document](#).
- **HSCA Consultant Certification** - Lindsay Hall reviewed latest certifications.
- **SIRS Low Priority Sites and Screening Process**–Qazi provided a brief summary including a discussion on a Conditional No Further Action (CNFA) designation for SIRS sites. See handout for [Screening Process](#).

**Updates for TMS:** Alex provided info on:

- Lori Spagnolo, the new TMS manager for the LUST Corrective Action Group.
- Drafting replacement contracts for the Pay for Performance Remediation Contract, Hydrogeologic Investigation Contract, and the UST Removal and Tank Closure contract.
- Advertising Environmental Scientist III position to manage AST compliance program, Environmental Scientist I position to assist with the UST compliance program, and Paralegal II position.

**Brownfield Subcommittee Report Outs:**

- **Brownfields Finance Subcommittee – Jim Poling (Chair)** Discussion on newly updated [Application for Brownfield Certification](#); [Brownfields Grant Policy](#); and [Brownfields Grant Eligible Expenses Guide and Reimbursement Application Instructions](#) .  
**Regulatory Subcommittee (changes to Chapters 74, 74A, 79 & 91) –Alex Rittberg/Tim Ratsep (Contacts)** Alex provided an update on Chapter 74.
- **Outreach and Education Subcommittee: Robert Newsome (Chair)** The subcommittee is reforming to focus on 1) brownfields outreach, and 2) increase diversity and community membership for the HAC. New and old members include: Walt Bryan, Marianne Cinaglia, Greg DeCowsky, Kate Durant, Guy Kramer, Melissa Leckie, Nora Lober, Betsy Rogers, Bill Stephens, Pat Todd, Mike Vanderslice and Chris Whallon.

**Next Meeting – The next meeting of the HAC will be held on Sept. 5, 2013 at the Lukens office.**